

**DEPARTMENT OF TRANSPORTATION
STATE OF GEORGIA**

SPECIAL PROVISION

PROJECT: 0010782

COUNTIES: FULTON, COBB, DEKALB, AND CLAYTON

P.I. NO. 0010782

SECTION 105 - CONTROL OF WORK

Section 105 - Control of Work

Add the following to Subsection 105.02:

For each item in the Contract Special Provisions 631, 682, 797, 935, 936, 937, 938, 939 and 940 that identify specific submittal requirements, the Contractor shall use the attached “**MATERIALS CERTIFICATION PACKAGE INDEX AND TRANSMITTAL FORM**” to document and list all material being submitted as part of each pay item. The number of copies and the material required for each pay item will be identified in the Special Provision. It is the Contractor’s responsibility to insure that all material required for any pay item be contained in the submittal regardless if it was listed in the Special Provisions, list of material. Partial submittals for any pay item will not be accepted.

Unless specified elsewhere within these Special Provisions, all submittals shall be directed to the Construction Project Engineer. The Contractor shall schedule submission of all material so that 30 calendar days (beginning on the date of receipt by the Department) is allowed for review. The Contractor shall adjust his schedules so that an additional 30 calendar day period be provided for each additional resubmittal.

It is incumbent on the Contractor to schedule his submittals to facilitate an expeditious review. Voluminous submittals of pay items at one time is discouraged, and may result in increased review time. Any items installed or work performed without approval by the Department is at the Contractor’s risk.

**GEORGIA DEPARTMENT OF TRANSPORTATION
OFFICE OF TRAFFIC OPERATIONS
MATERIALS CERTIFICATION PACKAGE INDEX AND TRANSMITTAL FORM**

Pay Item No.: _____ Pay Item Description: _____

GDOT Project No.: _____ County: _____

Submitted By: _____ Prime Contractor: _____

Address: _____ Sub-Contractor: _____

Contact Name: _____

Tel. No.: _____ Fax No.: _____ Email Address: _____

Original Submittal: _____

Resubmittal: _____ Date of Original Submittal: _____

Instructions for completing this form:

The Submittal Requirement Chart shown in Section XXX.1.03 Submittals, contained in the Special Provisions, may be used as a guide, but it shall not relieve the Contractor from including additional material specifications that may be required to complete the review process for that pay item. The Contractor shall submit, at a minimum, the data listed in the referenced chart. The form shall include a brief Description of the item, Reference to the Special Provision section, the Manufacturer's name and part number, and Approval status.

A separate form shall be required for each pay item, and all the general information must be complete.

The Contractor is encouraged to submit each pay item package as soon as all material for that item is available, and not to wait for all pay items that may be contained in the project.

The Contractor shall make all submittals in accordance with Section XXX.1.03 Submittals, as outlined in the Special Provisions. This Section defines the number of copies required and the date that submittal is due.

All submittals shall be made to the GDOT Construction Project Engineer, unless directed otherwise.

If the resubmittal of any pay item is required, a complete package must be resubmitted, including components or incidental items that may have been approved. The resubmittal package shall also include a copy of the original Transmittal Form.

Date Received by GDOT: _____

ACTION: () APPROVED () CONDITIONALLY APPROVED

() APPROVED AS NOTED () NOT APPROVED

ACTION BY: _____ Date: _____

Comments: _____